

# Malmesbury Town Council

## Minutes of the **Community & Town Promotion Committee Meeting**

Held in Malmesbury Town Hall on **Thursday 11<sup>th</sup> April 2024** at 7.00pm.

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**Present:** Cllrs Crawford-Price, Smith, James, Power, Ritchie, Grant & Doody

**Also present:** Claire Mann (Town Clerk) & Karen Drake (Caerbladon)

**CE&TP/24/36 To receive declarations of interest.**

None received.

**CE&TP/24/37 To receive apologies.**

Apologies received from Cllrs Ritchie, Smith, Grant & Wallis

**CE&TP/24/38 Public Question time in respect of items included in this agenda.**

None received

**CE&TP/24/39 To approve minutes of the meeting held on the 14<sup>th</sup> March 2024.**

The minutes were approved and signed as a correct record. Cllr Wallis and Karen Drake will distribute Festival Guide to local shops.

**CE&TP/24/40 To receive income and expenditure report.**

The report was noted.

**CE&TP/24/41 To receive report from Information Centre.**

The report was noted. It was requested that only TIC stock is to be reported on the till transactions.

**CE&TP/24/42 To note progression and determine next steps with EAT Festival proposals**

Meeting of the Working Group had taken place recently. It was agreed that local producers would be contacted in the first instance and given priority. It is proposed that it takes place on the 19<sup>th</sup> October from 10am-4pm. It was resolved that preparations will be ongoing to work with EAT Festivals for the event this year.

**CE&TP/24/43 To consider action required for St Aldhelm's Fayre (budget agreed at £650) for the coming year)**

It was agreed that the Trail Boards would go up again this year and that the Groundsmen would action this. Promotion will continue on the Town Council social media pages.

**CE&TP/24/44 To receive an update on working groups and events;**

**i. Athelstan 1100**

Cllr Ritchie reported that tickets are selling well. Responses are coming in for the Civic Reception and thanks were expressed to Will Taylor for his hard work.

**ii. MTT & MTC working together (Cllr Power)**

Cllr Power reported that the current initiative is mainly the website. The MoU is being circulated/approved by both organisations.

*Cllr Doody arrived*

**iii. Community Signage**

Cllr Ritchie reported that the project is actively underway and a report on the timeline will be available in May.

**iv. WOMAD**

Cllr Crawford-Price asked that all Councillors are asked if they are able to help at the event.

**v. PR & Comms**

It was noted that reach figures are very good.

- vi. EAT Festival**  
This had been covered earlier in the meeting.
- vii. St Aldhelm's Fayre**  
It was agreed that £200 would be allocated towards the Flower Festival at the Churches.
- viii. TIC Review**  
This had been covered earlier in the meeting.
- ix. Devereux Event**  
Cllr Ritchie reported the final details for the event are coming together. Charles I will be 'visiting' Malmesbury on the 20<sup>th</sup> April to promote the Devereux weekend.
- x. Malmesbury in Bloom**  
Cllr Doody reported that letters have been sent out to residents to encourage their involvement. Donations are coming in for the floral displays.
- xi. High Street Gallery**  
This would be covered in xiii.
- xii. Beacon Event D-Day Anniversary**  
It was noted that this event is running in tandem with the national beacon event. The next meeting of the working group is 17<sup>th</sup> May at 6.15pm
- xiii. September Art Month**  
It was agreed that the High Street Gallery will take place during September. The Flying Monk Art Trail is on the 21<sup>st</sup> and 22<sup>nd</sup> September. Caerbladon are very involved and will be creating the brochure for the Trail. Cllr Power will work with Caerbladon during this time.

The meeting closed at 8.30pm